



United States
Department of
Agriculture

Office of the
Chief Financial
Officer

National
Finance
Center

P.O. Box 60000
New Orleans
Louisiana 70160

Title: IV, Central Accounting System Manual

Chapter: 6, Property Management Information System, Section 4, Personal Property System (PROP)

Bulletin: PROP 04-1, Budget Object Codes for Capitalized and Non-Capitalized Motor Vehicle Purchases

Date: July 30, 2004

To: USDA PROP Users

Since the Department of Agriculture no longer supports the FEDSTRIP Processing System, users are required to obligate motor vehicles by direct entry into the Foundation Financial Information System. Motor vehicle obligation amounts should be rounded to the next dollar. Based on the anticipated cost of the vehicle, the user should assign the appropriate budget object classification code (BOCC) 3111 or 3155, when creating the obligation. The criteria for BOCC 3111 and 3155 are described below:

- BOCC 3111 is for Motor Vehicles and WCF Fleet Equipment (excludes aircraft) - Capitalized. The initial acquisition cost must be \$25,000 or more.
- BOCC 3155 is for Motor Vehicles - Accountable, Non-Capitalized. The initial acquisition cost must be \$5,000 - \$24,999.99.

For additional information, the BOCC reference manual has been updated to reflect these changes to BOCC 31 Equipment.

To view and/or print the BOCC procedure, go to the NFC home page (www.nfc.usda.gov) and click the **Pubs & Forms** icon. At the Pubs & Forms page left-hand menu, click List by Title/Chapter, or List by Acronym/Name then search for BOCC on the list provided.

Please refer questions about PROP to the Property Reconciliation Branch at **504- 426- 5491**. Refer questions about the distribution of this bulletin to the Customer Liaison and Training Branch at **504- 426- 5471** or via e-mail at nfc.pvct@usda.gov.

CHARLES L. WALLACE, Director
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